



BOARD OF COMMISSIONERS' AGENDA

Thursday, December 3, 2020, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PUBLIC COMMENT

In accordance with the Sunshine Act, attendees will be given the opportunity to comment on matters of concern, official action, or deliberation before the Board of Commissioners. For items not on the agenda, the Board of Commissioners will accept public comment at the beginning of each meeting. For items that are on the agenda, the Board will accept public comment prior to each official action. Persons desiring to comment should raise their hand to be recognized by the Chair. Anyone addressing the Board will be given a five-minute time period in which to do so.

III. MEETING MINUTES

Minutes from the Thursday, November 19, 2020 Board of Commissioners' Meeting.

Action: *APPROVE the minutes from November 19, 2020.*

IV. COVID-19 PLANNING AND RESPONSE

- A. COVID-19 Leave Directive defining the use of leave by employees during these unique circumstances.
- B. County Relief Block Grant - Funding of the CARES Act: COVID 19 County Relief Block Grant (CRBG) business grants. Twenty eight additional small businesses will receive funds based on eligible Department of Community and Economic Development (DCED) expenses and/or lost revenue. The maximum grant award is \$5,000.00.

V. PERSONNEL ITEMS

A. Correctional Facility

- i. Consider approval of the personnel requisition for full-time Corrections Officer, Correctional Facility, (p.c. #107, non-exempt, replacing B. Beals), at SG-N10, effective retro to November 18, 2020, pay period 24- Dept. 333.
- ii. Consider approval of the appointment for Makenzie R. Rearick, part-time Corrections Officer, Correctional Facility, (p.c. #109, non-exempt, replacing B. Bennett), at SG-N10A(01)--\$14.70/hour, effective December 7, 2020, pay period 26. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$10,258, annualized salary savings for 2021 \$2,677 - Dept. 333.

BOARD OF COMMISSIONERS' AGENDA

THURSDAY, DECEMBER 3, 2020

PAGE 2

- iii. Consider approval of the appointment for Victoria L. Shivery, part-time Corrections Officer, Correctional Facility, (p.c. #101, non-exempt, replacing D. Harvey), at SG-N10A(01)--\$14.70/hour, effective December 7, 2020, pay period 26. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$16,573, annualized salary savings for 2021 \$2,677 - Dept. 333.
 - iv. Consider approval of the appointment for Shannon L. Meeker, part-time Corrections Officer, Correctional Facility, (p.c. #91, non-exempt, replacing W. Garver), at SG-N10A(01)--\$14.70/hour, effective December 7, 2020, pay period 26. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$12,609, annualized salary savings for 2021 \$2,677 - Dept. 333.
 - v. Consider approval of the appointment for Joseph A. Smith, part-time Corrections Officer, Correctional Facility, (p.c. #102, non-exempt, replacing D. Bowersox), at SG-N10A(01)--\$14.70/hour, effective December 7, 2020, pay period 26. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$12,861, annualized salary savings for 2021 \$2,677 - Dept. 333.
- B. Emergency Communication 911 -- Consider approval of the personnel requisition for full-time Assistant Director of Emergency Communications, Emergency Communications 911, (p.c. #03, exempt, replacing N. Spackman), at SG-S56, effective retro to November 20, 2020, pay period 24-- Dept. 354.
- C. Human Services
- i. Aging -- Consider approval of the promotion/change in title/department for Catherine E. Manchester Foreman from temporary Satellite Voting Center Worker, Elections, (p.c. #16, non-exempt), at SG-N02U(21)--\$15.11/hour to full-time Secretary 3 (75), Aging, (p.c. #22, non-exempt, replacing A. Brownson), at SG-N09A(01)--\$14.18/hour, effective December 6, 2020, pay period 26. Conditional upon satisfactory completion of pre-employment requirements. Salary budget savings for 2020 \$6,539, annualized salary impact for 2021 \$2,964 - Dept. 521
 - ii. MH/ID -- Consider approval of the personnel requisition for full-time Caseworker 2, MH/ID, (p.c. #09, non-exempt, replacing C. Greene), at SG-N12, effective retro to November 20, 2020, pay period 24 -- Dept. 561.

VI. REPORT ON JUDICIAL PERSONNEL ITEMS

- A. Court Administration -- President Judge Pamela Ruest has approved the personnel requisition for full-time Department Clerk 3 (75), Court Administration, (p.c. #39, non-exempt, replacing K. James), at SG-N08, effective November 30, 2020, pay period 25 -- Dept. 271.
- B. MDJ-Lachman -- President Judge Pamela Ruest has approved the personnel requisition for full-time Office Supervisor 2, MDJ-Lachman, (p.c. #18, non-exempt, replacing C. Evans), at SG-S45, effective November 20, 2020, pay period 24 -- Dept. 257.

BOARD OF COMMISSIONERS' AGENDA

THURSDAY, DECEMBER 3, 2020

PAGE 3

VII. REPORT ON ROW OFFICE PERSONNEL ITEMS

VIII. REQUEST FOR PROPOSALS

Capital Projects – Recommendation of contract award for the RFP – Centre County Camera System – Dept. 971.

Action: *APPROVE entering into contract negotiations for the Centre County Camera System.*

IX. NON-PERSONNEL ITEMS

A. Commissioners

i. Consider accepting the partner agency invitation for the State College Area Connector Planning and Environmental Linkage Study (SCAC PEL) and designate a Centre County representative to serve on the project – Dept. 111.

Action: *Approve appointment of the representative for Centre County Government.*

ii. Nomination of Centre County Risk Manager Krista Davis to serve on the PCoRP Board of Directors as the fourth and fifth class county representative and at large representative – Dept. 111.

Action: *Approve nomination of the Centre County Risk Manager to serve on the PCoRP Board of Directors.*

X. DISCUSSION ITEMS

COVID Medical Leave Exception Discussion

XI. EXECUTIVE SESSION REPORT

XII. QUESTIONS FROM THE PRESS

XIII. ADJOURNMENT